

# Budget and Revenue

## Program Operating Plan

<b>Program or Division Name</b>	Budget and Revenue
<b>Bureau</b>	Budget and Revenue
<b>Deputyship</b>	Chief Financial Officer
<b>Program Purpose</b>	The Budget and Revenue Division provides <b>budget</b> services, and analyzes and reports <b>revenue</b> and <b>expenditures</b> . It provides the Texas Department of Health with the financial information and technical assistance to effectively expend available funds, to project funding needs and to maximize on available funding sources.
<b>Major Responsibilities</b>	<ul style="list-style-type: none"><li>• Prepares and coordinates the biennial <b>Legislative Appropriations Request (LAR)</b> and the annual <b>Operating Budget</b>.</li><li>• Monitors <b>Budget Coding, Budget Revisions</b> and internal and external <b>Budget Transactions</b> for compliance.</li><li>• Reviews <b>Fiscal Implications, Proposed Agency Rules</b> and coordinates <b>Cost Estimates</b> for proposed legislation.</li><li>• Provides analysis and technical assistance to increase <b>Administrative Indirect Cost Reimbursement</b>, as well as <b>Direct Cost Reimbursement</b> from Third Party resources.</li><li>• <b>Reports</b> a wide variety of <b>Financial Information</b> to the Population Served below.</li></ul>
<b>Population Served</b>	<ul style="list-style-type: none"><li>• TDH Management (including the Board of Health)</li><li>• Legislative Budget Board</li><li>• Governor's Office of Budget and Planning</li><li>• Legislators</li><li>• TDH Programs</li><li>• TDH Regions</li><li>• Local Health Departments</li><li>• State and Federal Auditors</li><li>• HHSC, Comptroller's Office, and other agencies</li></ul>
<b>Contact Information</b>	Linda Stewart Division Director Phone: 512-458-7111 ext. 6917 Fax: 512-458-7537 <a href="mailto:Linda.Stewart@tdh.state.tx.us">Linda.Stewart@tdh.state.tx.us</a> Location: G-Building, Room 115 Mailing address: 1100 W. 49 <sup>th</sup> Street, Austin, TX 78756

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Program Objectives	
<b>Fiscal Year 2003 Objectives</b>	<ul style="list-style-type: none"> <li>• Sound Fiscal and Administrative Policy</li> <li>• Effective and Efficient Fiscal and Administrative Processes</li> <li>• Effective and Timely Communication</li> <li>• Customer Service and Quality Assurance</li> <li>• Conservation of Agency Resources</li> </ul>
<b>Services Provided/Activities</b>	<div>Health Care Safety Net Services</div> <div>N/A</div> <div>Essential Public Health Services (EPHS)</div> <div>N/A</div> <div>Administrative Activities</div> <div><b>Budget Section</b></div> <ul style="list-style-type: none"> <li>• Legislative Appropriations Request (LAR) preparation</li> <li>• Operating Budget preparation/revisions</li> <li>• Budget monitoring and reporting</li> <li>• Review of Fiscal Implications</li> <li>• Review of proposed agency rules</li> <li>• Review of cost estimates for proposed legislation</li> <li>• Revenue analysis and planning</li> <li>• Non-federal cash activity reporting</li> <li>• Fee analysis</li> </ul> <div><b>Centralized Billing Unit</b></div> <ul style="list-style-type: none"> <li>• Directs the TDH Centralized Billing System</li> <li>• Oversees claim activity for Medicaid, Managed Care, Medicare, Family Planning Titles V, X and XX</li> <li>• Provides technical assistance to resolve Third Party billing issues</li> </ul> <div><b>Medicaid Administrative Cost Claiming and Medicaid Reporting</b></div> <ul style="list-style-type: none"> <li>• Medicaid expenditures and revenue analysis and reconciliation</li> <li>• Provides technical assistance to resolve Medicaid reporting issues</li> <li>• Federal CMS Report preparation</li> </ul>

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<b>Program Evaluation</b>	Performance Measures
Performance Measures: State	N/A
Performance Measures: Federal	N/A
<b>Mandate/authority</b>	N/A
<b>Origins of program (if no mandate)</b>	Many program activities are required by General Appropriations Act and federal agencies, such as Centers for Medicare and Medicaid Services
<b>Program Rules</b>	N/A
<b>Advisory Committee or Regulatory Board</b>	N/A